



Early Childhood Education (ECE) Administrative Leadership Program
Tips for Administrative Leadership Prior Learning and Recognition (PLAR)
Applications

Please Note: Students can submit PLAR applications for any course except for EE3050 and EE3055.

Employment Experience:

- Provide the number of years you have been working in the field—both as an ECE and as an administrator/leader in the field.
- Give specific, in-depth details of your work experience in relation to the course that you are PLARing. For example, if you are PLARing EE3025-Mentoring, then you **must** provide significant details of your work experience that relates to mentoring.
- Explain what your role is/was, in relation to the course you are PLARing.
- Explain in detail what you have done and how it relates to the topics covered in the course you are PLARing.

Education/Training:

- Include the name of the educational institution and program completed. For example: If you formerly completed a program in Financial Management, you need to demonstrate in the application, how the courses support the equivalent learning to the course you are PLARing.
- Give details and lists of courses/training completed with **another** college/university that relates to course topics. You do **not** need to list the courses you have taken to date in the CNA's ECE program. In addition, you do not need to send a CNA transcript, or your First Aid Certificate as part of the PLAR application.
- This section is where your supporting documentation is important. For example, if you are listing a course from a different program that is relevant to the course you are PLARing, you will need a copy of your transcript to confirm successful completion of that course and a copy of the course outline to show compatibility and equivalence.
- Attach any professional development opportunities you have taken that relates to the course topics you are PLARing. Ensure you give details about what the PD was about. For example: This may be a workshop completed through AECENL.

Independent Study:

- Give extensive details of what you are currently doing/have done independently.
- Explain how the independent study you are engaged in connects to the topics in the course you are PLARing. Examples: a hobby, personal research, a blog you follow or write, a weekly activity you are engaged in—something that you enjoy doing and can bring to your program and is giving you knowledge on the course topics.

Failure to provide sufficient information will result in a denied application.